

# TPPA

## Energy Conservation Program



### Background

Tuolumne Public Power Agency (TPPA) has had an Energy Conservation Program in place since 1997. In 2004 the Board adopted an official policy document that spelled out various activities to be sponsored by TPPA to encourage its member agencies to undertake energy conservation. The energy conservation activities are:

- Energy audits of facilities and operations;
- Financial assistance, by way of low interest loans and grants;
- Energy usage profiles; and
- Dissemination of energy conservation material.

Financing is made available for all these programs through a special fund established in the TPPA budget, as required by State Law AB 1890. It is part of the existing rate structure and no additional funding is needed. Up to \$250,000 worth of AB 1890 funds are available per year, as defined below.

### TPPA offers the following assistance to its members:

#### 1. Energy Audits:

TPPA will pay up to 100% of the cost of energy audits, not to exceed \$4,000 per audit, whether done by a consultant provided by TPPA or by a qualified energy consultant secured by the member agency. Energy audits are encouraged as a good way to identify measures to improve equipment and operational upgrades to reduce energy consumption. Members may wish to study changes in lighting (bulbs, controls), envelope insulation, upgraded equipment or virtually any measure that will reduce energy consumption. Energy audits are a good way to identify improvements or operational steps to reduce energy usage.

Up to 5 energy audits are available every fiscal year, July 1-June 30 on a first come, first-served basis. Members are permitted to request an energy audit once in a three year period. If more than 5 energy audit requests are received in a year, preference will be given to those members who have not received an audit within the past two years. See Energy Audit Request Form, found at the end of the program information.

#### 2. Financial Assistance for Small Energy Efficiency Projects:

Financial assistance for small projects is also available in the form of grants or low-interest loans. Grants and loans will be available to allow member agencies to install energy conservation measures.

**Grants:** Maximum amounts for grants shall be \$5,000 for each project and a maximum of \$10,000 to each agency over a three-year time period. Up to 5 grants for \$5,000 each shall be awarded each fiscal year on a first come, first-served basis. An application for the Small Project Grant is required to be executed and approved before the energy efficiency project can begin.

The Small Energy Efficiency Grant is awarded after the approved project has been completed and paid for by the member agency. TPPA staff will inspect the project before and after work has been completed, including payment documents. Once this follow-up work has been satisfied, the member agency will be reimbursed by the agreed upon amount, up to \$5000 maximum within 10 business days after TPPA inspection.

Small Energy Efficiency Grants cannot be paired with Large Energy Efficiency Grants.

**Low Interest Loans:** The maximum amount for small project loans shall be \$40,000, at the Tuolumne County Treasurer's pooled cash rate on June 30 of the year of the loan for a period of not more than 5 years. A loan document shall be required to be executed between the member agency and TPPA. Up to two loans for 2 different member agencies are available each fiscal year on a first come, first-served basis. Loans may be paired with either energy efficiency grant.

### **3. New Construction or Extensive Remodel Energy Efficiency Grants:**

TPPA members undergoing an extensive facility remodel or who are contemplating new construction are encouraged to apply for a Large Project Energy Efficiency Grant for the explicit purpose of installing cost-saving energy conservation devices within the design of their building, project or operation. Reduced electrical energy consumption by way of installing innovative energy-saving equipment instead of conventionally inefficient systems is the goal. A total allotment of \$125,000 per fiscal year is available to be granted to one project or several, depending on the request process and number of applicants, but no more than \$125,000 shall be awarded per year for this grant.

Applicant projects will be awarded based upon two factors:

1. the best return on the total investment for the project, and
2. on the lowest cost per kilo-watt hour saved.

The window to apply for this particular grant is between July 1 and August 31 of each fiscal year. Award letters will go out no later than September 30<sup>th</sup> of each year. An application for a Large Project Grant is to be completed, signed and submitted before August 31, to be considered for this grant.

This grant may not be combined with the Small Energy Efficiency Project Grant.

#### **4. Energy Consumption Profile:**

Consumption records of energy usage are available for each agency and/or for each facility. Upon request, TPPA will send an energy consumption profile to member agencies. This report will help member agencies to identify the events and time periods during the year in which energy consumption is the greatest and will aid in the planning and design of energy efficient improvements. All requests for energy consumption records are to be sent via email to: [khaff@co.tuolumne.ca.us](mailto:khaff@co.tuolumne.ca.us). Please specify if you wish site specific consumption info, naming the facility or agency-wide consumption reports.

#### **5. Seminars and Information Dissemination:**

TPPA may sponsor seminars or informational meetings to update member agency staff of the latest technologies in energy conservation. Information available from private or governmental agencies may also be made available to enhance energy conservation awareness and/or projects. Additionally, if any member agency wishes to have a specific energy concern researched, resources from Western Area Power Administration, the California Energy Commission or the American Public Power Association can be made available. Please send all such requests to [khaff@co.tuolumne.ca.us](mailto:khaff@co.tuolumne.ca.us).

#### **Resources Available**

Financial resources and staff resources are available to assist member agencies. We can work with you on specific needs and customize the program to suit you. Whether undertaking a new construction, a major remodel, or planning for more efficient use of electrical power within an existing facility – incorporating energy efficiency measures as early as possible in the planning stages is essential.

Application forms for the various audits, grants and loans can be found attached to this conservation guide, on the following pages.

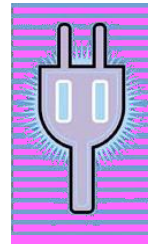
Please contact TPPA's Deputy Administrator, Kathleen Haff at 209.533.5511 at your earliest convenience to discuss your agency's needs, and/or to apply for any one of the aforementioned energy efficiency programs.

#### **Attachments**

TPPA Energy Audit Request Form  
TPPA Small Energy Efficiency Project Grant Request Form  
TPPA Small Energy Efficiency Project Grant Agreement  
Promissory Note for Low Interest Loan  
TPPA Large Energy Efficiency Project Grant Request Form  
TPPA Large Energy Efficiency Project Grant Agreement

# TPPA

## Energy Audit Request Form



Member Agency:\_\_\_\_\_ Date:\_\_\_\_\_

Agency Physical Address:\_\_\_\_\_

Contact Person:\_\_\_\_\_ Email:\_\_\_\_\_

Business Phone #:\_\_\_\_\_ Cell Phone #:\_\_\_\_\_

Description of what facility you'd like to have audited and scope of audit:

Time Frame for Audit:

TPPA Contract Energy Auditor (Circle one):      Yes      No

Member Procured Energy Auditor (Circle one):      Yes      No

Name of Energy Auditor:\_\_\_\_\_

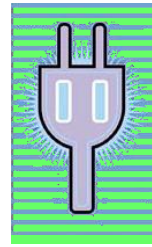
Contact Info:\_\_\_\_\_

**I authorize TPPA personnel to initiate an energy audit as described herein which is not to exceed a total cost of \$4000. Costs over this amount will be borne by this TPPA member agency.**

**Authorized Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

# TPPA

## Small Energy Efficiency Project Grant Request Form



Member Agency: \_\_\_\_\_ Date: \_\_\_\_\_

Agency Physical Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Business Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Description of the small energy efficiency project (What, where, when, how, and who will install?):

Expected savings in terms of reduced kWh consumption per month/year:

Requested grant amount (up to \$5000): \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Please attach documentation for the project to this application.**

**Small Energy Efficiency Project Grant Agreement  
between  
Tuolumne Public Power Agency  
and**

---

TPPA 'Small Energy Efficiency Project Grants' cannot exceed \$5,000 even if the project costs are higher. These grant funds may be used to pay partial costs of a more expensive project.

TPPA hereby grants to Member Agency (Name) the sum of \$ \_\_\_\_\_ dollars for the purpose of undertaking the improvements described in the Scope of Work to its facilities, and as described in the Small Project Grant application.

Member Agency shall complete said improvements according to the attached Scope of Work and schedule. Attachment A

Payment of this amount will be made in full by TPPA upon verification of completion of said improvements. Should Member Agency fail to complete said improvements within the specified time period, the grant amount shall not be due and payable.

Member Agency shall provide TPPA copies of all reports and documents prepared in conjunction with this project and agrees to permit TPPA to use such reports and documents in TPPA's energy conservation reporting efforts.

Member Agency agrees to indemnify, defend and save harmless TPPA, its officers, agents and employees from any and all claims and losses accruing or resulting to Member Agency and to any and all contractors, subcontractors, materials persons, laborers and any other person, firm or corporation or supplier as provided by the Member Agency in connection with the performance of this agreement, and from any and all claims and losses accruing or resulting to any person firm or corporation who may be injured or damaged by the Member Agency in the performance of this contract.

This Agreement made by and between the Tuolumne Public Power Agency (TPPA) and \_\_\_\_\_ (Member Agency) on \_\_\_\_\_, 20\_\_\_\_.

IN WITNESS WHEREOF, THIS AGREEMENT has been executed by the parties hereto, upon the date first above written.

**TPPA**

**Member Agency**

\_\_\_\_\_  
Craig L. Pedro,  
TPPA Agency Director

Date

\_\_\_\_\_  
Name  
Title

Date

**Attachments**

Attachment A: Energy Project Scope of Work and Schedule  
Completed Application for Small Project Grant

Loan No: 20\_\_-0\_\_

Loan Amount: \$\_\_\_\_\_

## PROMISSORY NOTE

1. For value received, the undersigned (hereinafter referred to as the Borrower) promises to pay to the order of the Tuolumne Public Power Agency (hereinafter referred to as the Agency), at its principal place of business in Sonora, the principal sum of \_\_\_\_\_ Thousand Dollars (\$\_\_\_\_\_) or such lesser amount as shall equal the aggregate amount disbursed to the Borrower by the Agency, together with interest on the unpaid principal computed from the date of each disbursement to the Borrower until repaid by the Borrower at the interest rate of two and one half percent (2.5%) per annum, principal and interest to be due and payable in sixty (60) installments as indicated on the attached schedule Exhibit B.
2. Payment of any installment shall be first applied to accrued interest from the date of disbursement to the Borrower and the balance, if any, to principal. The Borrower may repay this note in full or in part, without penalty, but any such prepayment shall be first applied to principal and the balance, if any, to accrued interest. **The Borrower shall work with the TPPA Auditor-Controller to set up a monthly recurring journal for payment.**
3. On the occurrence of any event of default, the Agency, at its sole election, may declare all or portion of the principal and accrued interest on this note to be immediately due and payable and may proceed at once without further notice to enforce this note according to law.
4. Each of the following occurrences shall constitute an event of default:
  - A. Failure of the Borrower to repay any principal or interest when due under the terms of this note;
  - B. Termination of said loan agreement pursuant to the terms thereof or breach by the Borrower of any terms of said loan agreement;
  - C. Failure of the Borrower to undertake in a timely way the express and implied activities for which said loan agreement has been executed of a substantial reduction by the Borrower in the scope of said activities.
5. No delay or failure of Agency in the exercise of any right of remedy hereunder or under any other agreement, which secures or is related hereto, shall affect any such right or remedy, and no single or partial exercise of any such right of remedy shall preclude any further exercise thereof, and no action taken or omitted by Agency shall be deemed a waiver of any such right or remedy.

6. Any notice to the Borrower provided for in this note shall be given by a mailing such notice by certified mail addressed to the Borrower at the address stated in the loan agreement, or to such other address as the Borrower may designate by notice to the Agency. Any notice to the Agency shall be given by mailing such notice by certified mail, return receipt requested, to the Agency at the address stated in the loan agreement, or at such other address as may have been designated by notice to the Borrower.
7. If suit is brought to collect this note, the Agency shall be entitled to collect all reasonable costs and expenses of said suit, including reasonable attorney's fees.
8. This note shall be binding upon Borrower and its successors and assigns and upon the Agency and its successors and assigns.
9. This note shall be constructed and enforced in accordance with the laws of the State of California.

Agency \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Notary



# TPPA

## Large Energy Efficiency Project Grant Request Form



Member Agency: \_\_\_\_\_ Date: \_\_\_\_\_

Agency Physical Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Business Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Description of the new construction or extensive remodel project in terms of the energy efficiency systems to be installed (What, where, when, how, and who will install?):

Expected savings in terms of reduced kWh consumption per month/year over conventional alternative:

Requested grant amount (up to \$125,000): \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Please attach Scope of Work documentation, cost estimates, and Electrical Engineer's consumption savings report for the project to this application.**

**Large Energy Efficiency Project Grant Agreement**  
**between**  
**Tuolumne Public Power Agency**  
**and**

---

TPPA 'Large Energy Efficiency Project Grants' are specifically designated for Member Agency new construction or extensive remodel projects aimed at employing cost saving/low consumption energy devices or systems that demonstrate marked savings over conventional energy systems. Grant applications must be submitted between July 1 and August 31 of each fiscal year, in order to be considered. Total budget for Large Energy Efficiency Projects per fiscal year is not to exceed \$125,000. This grant sum may be awarded to one Agency Member if there is only one grant applicant. Otherwise, the total amount of \$125,000 will be divided between and awarded to the grant applicants whose projects merit the most reduced energy consumption. These grant funds may be used to pay partial costs of more expensive energy efficiency projects.

TPPA hereby grants to Member Agency (Name) the sum of \_\_\_\_\_  
Thousand Dollars (\$ \_\_\_\_\_) dollars for the purpose of undertaking the  
improvements described in the Scope of Work to its facilities, and as described in the Large  
Project Grant application. This aspect of the energy efficiency project to be completed  
by: \_\_\_\_\_, 20\_\_\_\_.

Member Agency shall complete said improvements according to the attached Scope of Work and schedule. (Attachment A) Member Agency shall also attach Electrical Engineer specifications to this agreement, detailing energy consumption savings over the installation of a conventional energy system.

Payment of the above amount will be made in full by TPPA upon verification of successful installation and completion of said improvements. Should Member Agency fail to complete said improvements within the specified time period without requesting an extension in writing, the grant award shall not be due and payable.

Member Agency shall provide TPPA copies of all reports and documents prepared in conjunction with this project and agrees to permit TPPA to use such reports and documents in TPPA's energy conservation reporting efforts.

Member Agency agrees to indemnify, defend and save harmless TPPA, its officers, agents and employees from any and all claims and losses accruing or resulting to Member Agency and to any and all contractors, subcontractors, materials persons, laborers and any other person, firm or corporation or supplier as provided by the Member Agency in connection with the performance of this agreement, and from any and all claims and losses accruing or resulting to any person firm or corporation who may be injured or damaged by the Member Agency in the performance of this contract.

\_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_.

Member Agency

TPPA Member Agency\_\_\_\_\_

Craig L. Pedro, TPPA Agency Director	Date	Authorized Signature Title	Date
---	------	-------------------------------	------

Completed Application for Large Project Grant  
Attachment A: Energy Project Scope of Work and Schedule  
Electrical Engineers Specifications, including kWh Savings over Conventional System